

Duchesne County Library Board Meeting Consent Agenda: Jan. 2019

Mountain America Credit Union Roosevelt Library Donation

Mountain America Credit Union generously donated \$3,000.00 towards the new Roosevelt Library project. A letter of thanks has been sent.

Community Library Enhancement Fund Grant Contract Received

We just received our CLEF Grant contract from the state library. Our system was allocated \$7,000 this year. Daniel's initial thought are to use it to replace the copy machine at Duchesne Branch. The machine is having more consistent problems with double sided copying. A new machine will also provide other capabilities such as printing from thumb drives and memory cards. It will also be used soon as the patron printer when our computer reservation system rolls out their print management program this year. The copier printing is more economically than the current printers.

History Center Manager Position Re-opened Full-Time & Hired

In December, Daniel interviewed only 4 candidates out of 6 that applied for the 29-hour part-time History Center Manager position. Only one candidate seemed suitable after interviews, but she accepted a benefited job elsewhere.

Daniel felt the supervisory nature of the job required a solid candidate and proposed to Chair Jenson and the Commission that the position be re-opened as a full-time position to hopefully attract a more qualified pool of candidates. The history center volunteers also fully supported this idea, expressing that they would rather continue as volunteers than scheduled paid employees. Their salaries and the teens' salaries after they leave in the summer will all contribute to pay the full-time manager position. This proposal was approved.

Before opening the position publicly, Daniel notified the library staff about the full-time position. Two library staff members expressed interest. Daniel felt that they were strong candidates and that there wasn't a need to open the position publicly. Rachel Hull from Duchesne Branch and Janessa Haslem from Roosevelt Branch sent letters of intent to Daniel. They were both interviewed by Daniel and 3 History Center volunteers. Janessa Haslem was unanimously selected and she accepted the History Center Manager position. Both ladies did exceptionally in their interviews and were much better candidates than the previous pool. Janessa begins full-time at the History Center on Jan. 22.

Roosevelt Library Feasibility Study Amendment

Babcock Design created a short amendment to the feasibility study. Its purpose is to explain the limited scope of the study and give suggestions of how much land needs to be used for ANY design in the future. This helpful addition will help inform further questions about the library design until the full design process takes effect.

Thank You Letters

Daniel and Bert signed and sent out letters of appreciation to various groups the library system is involved with. They included:

- Our state representatives for their support of the Certified Library Enhancement Fund from the state. Our computers in Roosevelt Branch were updated with the library system's 2018 funds.
- Outreach partners such as Basin Transit Authority, Upper County Market, The Big G Store, Tabiona Community Center, etc. to thank them each for their support in couriering items, providing space for drop boxes, and providing space for the pop-up libraries.
- Local media professionals who have been very kind in sharing the library system's stories on the radio, in the newspaper, social media, etc.
- The Chamber of Commerce and the Uintah County Library in gratitude of their continuing partnerships with Board Meeting venues and with consortium services.

Museum and Library Services Act Passed by Congress

Congress passed the Museum and Library Services Act in December which is the source of federal funding the Utah State Library utilizes to support the state-wide Overdrive eBook and eAudiobook collection. It also funds grants like the one Duchesne Branch received to replace its patron computers this year. Sen. Lee, Sen. Hatch, and Rep. Bishop all voted in favor of it. Please consider thanking them for their support.

Employee Holiday Incentives

As approved by the Commission, each library employee received a bonus check in accordance with 2018's job performance for the holiday. Cost of living raises will still not be available to county employees for the foreseeable future.

USU Make-and-Take Open House in Duchesne Library Biggest Ever

The annual USU Extension Make and Take Holiday Open House had 90 attendees, making it the second biggest event held at the Duchesne Branch in the last 3 years.

Roosevelt Captain Underpants Party – 130 Attendance

The Captain Underpants party on Jan. 12 was a success with 130 attending at the Strata Building. It was one of the most positively commented-on events Roosevelt Branch has held in some time.

Duchesne Branch Volunteer Income Tax Assistance Program

The Duchesne Branch staff will again assist the Uintah Basin Association of Governments with the VITA program. They help digitally submit and return low income family tax returns in the Duchesne City area. VITA tax preparers take care of the submitted work each week. No volunteers from the Duchesne City area have come forward to help in the last few years. Lauren Schwanz from UBAoG says that without the library's assistance, the service could not be provided in Duchesne City. Staff will assist with these efforts every Wednesday at the library from late January to mid-April.

Becky Muir Completed Her Utah Library Association Paraprofessional Certification

Becky is the first Duchesne County Library System employee to complete her ULA Paraprofessional Certification, which she accomplished at the beginning of December. The certification represents nearly 5 years of library work, attendance at various professional development opportunities, and helping out with library committees and organizations outside of Duchesne County. Becky helped with the Children's Library Association of Utah's Poetry Committee to review and select Beehive Award winners. She also served on the national summer reading program's committee to select promotional materials for the coming year. Becky has received her raise and will be ceremonially recognized at the ULA Conference in May.

Daniel and Sam Passey Selected to Present at National Computers In Libraries Conference – Washington D.C.

Daniel and Sam Passey, the Uintah County Library Director, have been selected to present at the national Computers In Libraries Conference in March in Washington D.C. The session is about the shared catalog, the resulting courier and consortium services, and the sharing of ideas and expertise between the directors, history centers, staff, etc.

Daniel Nominated As a Candidate for ULA President-Elect

Daniel was nominated as a candidate for President-Elect of the Utah Library Association for the 2019 Election. This is a 3 year commitment: Year 1 as President-Elect, Year 2 as President, and Year 3 as Past-President. It would run from May 2019 - May 2022. The biggest challenge is that Daniel's President year would be during a special ULA conference which is set to host the Mountain Plains Library Association in joint conference. He would be in charge of overseeing this conference with the assistance of conference and program committees. Daniel talked with the past president and he said

that at times the job can get pretty stressful, but that it comes in chunks. The 2nd year seems to be the heaviest. Daniel would resign his final year as a ULA Board Member-At-Large if elected.

Daniel discussed the nomination with his wife, Chair Jenson, and Commissioner Todd. He decided to accept the nomination. Elections will occur in February.